

COMMERCIAL FILMING POLICY

Blue Ridge Parkway

The Blue Ridge Parkway has been utilized for a diversity of commercial filming productions. The purpose of this policy is to provide a unified course of action for park management and to alleviate confusion for the commercial filmer.

It is the policy of the National Park Service to allow filming when and where possible. National Park Service (NPS) policy also requires that primary consideration be given to potential resource damage and to anticipated disruption of normal public use.

To assure protection of the diverse cultural, historic, and natural resources, all commercial filming requests involving the use of NPS lands must be approved through a permitting process initiated through the Park Superintendent or his/her designated representative.

The authority for the management of commercial filming activities can be found in Title 16, U.S. Code and the Title 36, Code of Federal Regulations.

National Park Service Management Policies and Director's Order-53 Special Park Uses provide policy guidance for management of commercial filming activities.

The following guidelines are established by the Parkway as they relate to commercial filming activities within this unit of the National Park Service.

FILMING PERMITS - Filming permits are required for any filming or photography that involves the use of a model, set, or prop; requires entry into a closed area; or requires access to the park after normal working hours. For purposes of definition "filming" or "film making" is commercial still photography, motion picture photography or video taping.

Documentaries, travelogues, feature stories and similar types of filming require a permit, if the elements listed above exist.

A permit is not required for: a visitor using a camera and/or a recording device for his/her own personal use and within normal visitation areas and hours; commercial photography/still photos of park scenery and not involving use of models, props or sets with a crew of 5 members or less; and press coverage of breaking news. Although breaking news would not require a permit, this activity is subject to restrictions and conditions necessary to protect park resources and public safety.

Filming activities should not conflict unduly with the visitors' experiences in the park. Permits issued for commercial photography (advertising) specifically prohibit implied or stated endorsement by the National Park Service. Identifiable NPS equipment, uniforms, signs, buildings or insignia may not be portrayed in commercial advertising in any way that would imply NPS endorsement of the product.

Filming permits are issued by authority of the Superintendent through the Chief Ranger's Office. Application for a filming permit should be made through the submission of a Commercial Filming Application along with a **\$50** application fee to **Staff Park Ranger, Blue Ridge Parkway, 199 Hemphill Knob Road, Asheville, NC 28803**. Application fees are non-refundable. Checks should be made payable to the National Park Service.

-Additional administrative fee of **\$125** is payable upon issuance of a permit.

- A minimum of **thirty** working days will normally be required for administrative review of the proposed filming activity, though smaller projects may be reviewed in less time.

- After the approval of a filming application, park officials may require a pre-activity meeting with the permittee (including, but not limited to the producer, director, location and/or production manager. Depending on the scope of the project, such a meeting would be to review final conditions, special instructions, and possibly to complete an on-site visit. Meetings for small projects, which have minimal potential for impact, can occur by phone.

- After a permit is approved, minor changes may be made by amendment or with on-site NPS monitor approval. Major changes may require issuance of a new permit. Notification of delays or schedule changes must be provided to the NPS at least 36 hours in advance. Failure to provide notification of delays will result in a non-refundable, minimum charge for each staff person scheduled for the activity. This charge will be the equivalent of two hours of overtime for each employee assigned.

- All permitted filming activities will be conducted in strict compliance with all Federal, State, county and municipal laws, ordinances, or regulations applicable to the area of operation covered under the agreement. Filming will not be allowed in those areas closed to public use, unless specifically authorized.

-All vehicles used by the film company will be subject to applicable rules and regulations and length/size limitations, unless specifically authorized in the filming permit. Car carriers and trailers will **not be** allowed to use parkway overlooks for turning without approval from monitoring NPS personnel. Although filming companies may be allowed to use Parkway overlooks for filming activities, at no time will overlooks be closed to the visiting public. Delays in vehicular traffic flow or visitor access to park areas will not exceed **5 minutes** at a time.

-Removal of park signs must be requested in writing as part of the application process identifying the sign text and location. Signs deemed essential for public use and/or safety will **not be** authorized for temporary removal. Permittee will be responsible for any authorized removal and replacement and an additional monitoring fee of \$20 per sign.

-Use of aircraft during filming activities are restricted to 500 ft. above ground level with no hovering over NPS lands.

RESOURCE DAMAGE - Filming activities which exhibit the potential for resource damage will be denied. Examples of resource damage include, but are not limited to: driving vehicles off established roadways, unauthorized use of aircraft, cutting trees or otherwise damaging vegetation. Destroying or altering resources will not be allowed. Temporary, non-destructive activities, such as placing a prop, tent, vehicle, actor, etc., may be allowed if the resources can be left undamaged after filming is complete.

DISRUPTION OF VISITOR ACTIVITIES - National Park Service policy states that filming activity must not unduly disrupt normal visitor use of the park. Requests from film makers for temporary, brief closures of visitor use areas will be considered on a case-by-case basis but will generally be denied.

Filming requests during higher periods of high visitation in the park, i.e. weekends in October and holidays will generally **not be approved**.

BOND REQUIREMENT - After review of the permit application the permittee may be required to post a bond or cash deposit to assure the area is left in its original condition. Bonds will only be required if the filming activity has a reasonable potential to impact Parkway resources or facilities.

GENERAL LIABILITY INSURANCE - General liability insurance is required in order to protect the U.S. Government from claims or litigation connected with injury or damage resulting from the actions of the permittee or his/her agents or employees.

Film companies must obtain general liability insurance with a certificate of insurance naming the Blue Ridge Parkway as an additional insured. A certificate of insurance must be provided to the park prior to permit issuance.

General liability insurance amounts are:

- 1) Personal liability minimum of \$300,000.
- 2) Minimum commercial liability (still photo or small film/video projects of fewer than 15 people) \$500,000.
- 3) General commercial liability for film production companies. \$1,000,000.
- 4) Special activities with high damage/injury risks - \$2,000,000 to \$5,000,000 or more.

Insurance requirements may be waived if, in the opinion of the Superintendent, there is little or no possibility of injury or damage to persons or property resulting from the proposed activity.

Additional insurance amounts may be required at the Superintendent's discretion, based on proposed filming activities.

NATIONAL PARK SERVICE SUPERVISION AND COSTS- Filming activities authorized by permit will be supervised by an NPS employee to assure full compliance with all terms of the permit.

The level and type of supervision will be determined by the extent and complexity of the filming operation.

In operations involving few people and minimal equipment or taking place where there is little, if any, possibility of resource damage or violation of permit requirements or inconvenience to the visitor, filming activities will be spot checked to assure compliance. The cost of this supervision is included in the administrative permit fee.

If additional NPS supervision is required, **a charge of \$50.00 per hour/per employee will be assessed.**

All anticipated charges must be paid to the NPS prior to actual filming. Any unforeseen charges will be billed to the permittee after completion of filming activities.

DONATIONS - Donations of money, equipment and/or services, to the park are accepted. Donations will be deposited and allocated according to NPS policy. The park may also request a copy of the final product for documentation purposes.

(NPS Form 10-932)
(NEW 10/00)

NATIONAL PARK SERVICE
Blue Ridge Parkway
199 Hemphill Knob Road
Asheville, NC 28803
Application for Photography/Filming Permit

(OMB No. 1024-0026)
(Expires 12/31/2006)

Please supply the information requested below. This information is required to evaluate your permit request. **Attach additional sheets, if necessary.** A non-refundable processing fee may be required to accompany this application. There may be additional fees charged, including a location fee, and you will be required to provide proof of liability insurance.

Applicant:	Company:
Social Security #:	Tax ID #:
Street/Address:	Street/Address:
City/State/Zip Code:	City/State/Zip Code:
Telephone #:	Telephone #:
Cell phone #:	Cell phone #:
Fax #:	Fax #:
Email:	Email:

Project name:	Producer:
Type of project:	Photographer:
Location manager:	Director:
Telephone #:	Insurance company:
Cell phone #:	

TYPE OF PROJECT:

- ☐ Stills, editorial ☐ Stills, advertising ☐ stills, other ☐ stock photo/video/film
- ☐ Feature Film /TV Movie ☐ TV Series/Pilot ☐ Documentary/Travelogue ☐ Commercial
- ☐ Music Video ☐ Public Service Announcement ☐ Infomercial ☐ Industrial
- ☐ Other, explain_____

Will there be sound recording ☐ Yes ☐ No

Night work : ☐ No ☐ Yes, explain

SUMMARY OF SCENE(S):

SHOOTING SCHEDULE BY LOCATION:

DATE	LOCATION	Start Time	End Time	Interior or Exterior	FILM	PREP	STRIKE	# of cast & crew
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Set dressing or other structures proposed: ☐ No ☐ Yes, explain

ATTACH ADDITIONAL PAGES FOR INFORMATION NEEDED TO EVALUATE YOUR PERMIT REQUEST INCLUDING: set construction, parking, sanitary facilities, crowd control, emergency medical plan, off-road activity, trail use, or use of any building and site clean up. Include a proposed Site Plan(s).

Electrical needs, explain _____ Generator: ☐ No ☐ Yes, size _____

Lighting: ☐ None ☐ Reflectors only ☐ Yes (explain)

Road: _____ Date/time: _____ ☐ Closure requested

☐ Running shots ☐ Driving shots ☐ Drive-bys ☐ Tow shots ☐ Drive-ups & Away ☐ Wet down road

☐ Camera/Equipment on Road Shoulder ☐ Camera/Equipment on median ☐ Other (explain)

OPERATIONAL INFORMATION:

Number of Personnel and Vehicles:

Total Cast & Crew _____ Personal Cars _____ Large Trucks _____ Other Trucks _____ Vans

Camera Car _____ Picture Cars _____ Motor homes _____ Dressing Rooms

Other Vehicles (explain)

Base Camp location:

Catering Co. Name _____ Phone # _____

SPECIAL ACTIVITIES:

Children: None Yes # of Children _____ Age Range _____

Animals: None Yes (explain)

Trainer Name: _____ Phone #: _____

Aircraft: No Yes (explain)

Special Effects: (identify)

Effects Technician Name: _____ Phone # _____

License # (if applicable) _____ Permit # (if applicable) _____

Stunts: (explain)

Coordinator _____ Phone # _____

Any other unusual or hazardous activities, explain

Person on location responsible for company's adherence to all terms & conditions of a Film Permit:

Name: _____ Title: _____ Phone: _____

Person on location responsible for coordinating activities with the NPS:

Name: _____ Title: _____ Phone: _____

Person at the company office to contact for follow up information and billing:

Name: _____ Title: _____ Phone: _____

I hereby state that the above information given is complete and correct, and that no false or misleading information or false statements have been given. All estimates are reliable to the best of my knowledge and I have the full authority to represent the applicant/production company and the project described above.

Signature _____ **Title** _____ **Date** _____

Company Name _____

Information provided will be used to determine whether a permit will be issued. Completed application must be accompanied by an application fee in the form of a cashiers check or money order in the amount of **\$50.00** made payable to **National Park Service**. Application and administrative charges are non-refundable. *This completed application should be mailed to Staff Park Ranger, Blue Ridge Parkway, 199 Hemphill Knob Road, Asheville, NC 28803.*

Note that this is an application only, and does not serve as permission to conduct a filming project or any other use of the park. If your request is approved, a permit containing applicable conditions and regulations will be sent to the person designated on the application. The permit must be signed and returned to the park prior to the event.

Paperwork Reduction Act Statement: This information is being collected to allow the park manager to make a value judgment on whether or not to allow the requested use. All the applicable parts of the form must be completed. A Federal agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Estimated Burden Statement: Public reporting burden for this form is estimated to average 60 minutes per response including the time it takes to read, gather and maintain data, review instructions and complete the form. Direct comments regarding this burden estimate or any aspects of this form to the National Park Service, Special Park Uses Program Manager, 1849 C Street NW (org. code 2460), Washington, D.C.